



## MEMORANDUM

**TO:** Superintendents, CTE Directors, and STN Administrators)

**FROM:** Melissa Ambre, Director  
Office of School Finance

Chris Deaton, Data and Information Manager  
Department of Workforce Development

**DATE:** March 1, 2010

**SUBJECT:** Voc30A Report (Form 30A)

For a number of years, the Indiana Department of Education (IDOE) has collected aggregated data on participation in Career and Technical Education (CTE) courses through the Voc30A report. Similarly, Department of Workforce Development (DWD) has collected this information through the INTERS reporting system. IDOE uses the information to determine the amount of the Career and Technical Education Grant in the state tuition support formula.

Beginning with the 2010-2011 school year, IDOE will begin obtaining CTE course information directly from DWD and the INTERS system. Therefore, the Voc30A will no longer be required for submission by schools.

Once CTE directors have submitted required information to INTERS, superintendents will need to sign off on the data using the signoff form provided. The signed form must then be submitted to the IDOE's Office of School Finance at 151 West Ohio Street, Indianapolis, IN 46204.

Questions about funding for CTE courses may still be referred to Peggy Smith or Melissa Ambre in IDOE's Office of School Finance by telephone at 317-232-0840 or by email at [pesmith@doe.in.gov](mailto:pesmith@doe.in.gov) or [mambre@doe.in.gov](mailto:mambre@doe.in.gov). CTE directors with questions about INTERS should continue to contact Chris Deaton at DWD by telephone at 317-233-6697 or by email at [cdeaton@dwd.in.gov](mailto:cdeaton@dwd.in.gov).